

2 May 2003

Chapter 4
OFFICER CANDIDATE SCHOOL (OCS) PROGRAM

1. Purpose. This chapter has been revised to incorporate current policy and should be reviewed in its entirety.

2. Summary of Changes

a. Enlisted applicants in paygrade E-5 and above are designated officer candidates in their present paygrades.

b. Designator change from Aerospace Engineering Duty Officer to Aerospace Maintenance Duty Officer (152X).

c. Aviation applicants must complete flight physical examinations by a naval activity having a flight surgeon attached.

d. Uncorrected vision requirement is 20/40 vice 20/30.

e. Defective color vision is NOT disqualifying for CEC, Supply, AMDO, INTEL, or Cryptology.

f. Pilot (131X) (Maritime and Rotary Wing Communities) obligation is 8 years upon community designation.

g. Officer candidates must meet two consecutive "good-low" final PRT scores for entry into the program.

h. Prospective officer candidates must certify that their command has advised BUPERS by message to hold transfer orders in abeyance, and that he/she will not transfer prior to final disposition of the application by Commander, Navy Recruiting Command.

3. Program Information

a. Officer Candidate School (OCS) is an initial commissioning program for individuals possessing a minimum of a baccalaureate degree from an accredited institution. Applicants for OCS may request designation, depending upon individual qualifications, from available community designators within the Unrestricted Line, Restricted Line and selected Staff Corps designators. OCS is a 13-week program of intensive officer training and indoctrination located at Naval Aviation Schools Command, Pensacola, Florida. The 13-week OCS course has been designed by Navy

2 May 2003

officers and educators to give an individual a basic knowledge of the high-tech naval establishment afloat and ashore and to prepare those individuals to assume the responsibilities of a naval officer and begin developing to their full potential.

b. This course is designed to prepare members to become commissioned officers by providing basic knowledge of the naval profession and its related military, academic and nautical subjects. It will provide moral, mental and physical development, and instill the highest ideals of duty, honor, and loyalty. Members will receive specialized follow-on training after OCS to further prepare members for their initial Fleet assignment. The training candidates receive during the 13-week course is divided into 13 units of instruction: Naval History, Naval Orientation, Seamanship, Navigation, Damage Control, Engineering, Military Law, Administration, Military Training, Physical Fitness, Navy 3rd Class Swim Course, Naval Leadership and Special Emphasis Programs.

c. Enlisted applicants selected for the program, who are in paygrade E-4 or below are designated officer candidates and advanced to paygrade E-5 upon reporting to OCS. Enlisted applicants in paygrade E-5 and above are designated officer candidates in their present paygrades. Graduates of OCS are appointed as Ensign, U.S. Naval Reserve and incur a minimum active duty obligation of 4 years. Certain designators incur greater minimum active duty obligation because of follow-on training required for that designator. Appendix H provides a general description about each officer designator.

4. Eligibility Requirements

a. U.S. citizenship is required and cannot be waived.

b. Age requirements. All applicants must be at least 19 years old and meet the following designator specific age limitations. (Note - all ages based upon date of commissioning i.e., completion of OCS):

2 May 2003

Designator	Must be Commissioned Prior to Reaching Age	Waivers for Prior Enlisted Service
SWO (1165)	29	Up to 2 years
SPECWAR (1185), SPECOPS (1195)	29	Up to age 35
SWO (N) (1165), Submarine (1175)	26 ½	Up to age 29 ½
NFO (1375)	30	Up to age 32
Pilot (1395)	27	Up to age 31
Restricted Line and Staff Corps	Prior to turning 35	No waivers (<i>Title 10</i>)

(1) For Surface Warfare (1165), be at least 19 years of age and be able to complete OCS and be commissioned prior to the 29th birthday. Waivers may be considered up to the 31st birthday.

(2) For Special Warfare (1185), and Special Operations (1195), be at least 19 years of age and be able to complete OCS and be commissioned prior to the 29th birthday. Waivers may be considered up to the 35th birthday.

(3) For Surface Warfare (Nuclear) (1165) and Submarine (1175), be at least 19 years of age and be able to complete OCS and be commissioned prior to reaching 26 1/2 years of age. Waivers may be considered up to age 29 1/2.

(4) For Naval Flight Officer (1375), be at least 19 years of age and be able to complete OCS and be commissioned prior to the 30th birthday. Waivers may be considered up to age 32.

(5) For Pilots (1395), be at least 19 years of age and be able to complete OCS and be commissioned prior to the 27th birthday. Waivers may be considered up to the 31st birthday.

(6) For Restricted Line and Staff designators, be at least 19 years of age and be able to complete OCS and be commissioned prior to the 35th birthday. Waivers will not be considered. Commissioning prior to the 35th birthday is a Title 10 requirement.

2 May 2003

c. Moral character and conduct. Applicants must be of good moral character and have no courts-martial conviction or civilian felony conviction, have no record of disciplinary action under Article 15, Uniform Code of Military Justice, or conviction by civil court for misdemeanors (except minor traffic violations) during the 3 years preceding application for the program. Any substantiated drug use or alcohol incidents will result in disqualification.

d. Education. Applicants must possess a baccalaureate degree or higher from an accredited institution, in a field of study or major which satisfies requirements for the specific designator desired. The following degree requirements are required for specific designators:

(1) For all Unrestricted Line designators any technical or non-technical degree from an accredited institution will qualify.

(2) For Submarine and Surface Warfare (Nuclear), in addition to a baccalaureate degree or higher, applicants must have completed the following:

(a) One year, i.e., two semesters, two trimesters or three quarters of college calculus through differential and integral calculus of one real variable with a "B" average or better (a "C" average or better if the applicant's degree is in physics, math or engineering).

(b) One year, i.e., two semesters, two trimesters or three quarters of basic college physics (calculus based) covering the classic fundamentals of mechanics, magnetism and electricity with a "B" average or better (a "C" average or better if the applicant's degree is in physics, math or engineering).

(c) Candidates who have completed these requirements through advanced placement high school courses and have been allowed to validate these courses by their college and have taken additional courses in college beyond the minimum requirements are considered to have met these eligibility requirements.

(3) For Special Warfare and Special Operations Officer, applicants must have baccalaureate degrees. Educational and/or professional experience in mathematics,

Enclosure (1)

2 May 2003

electronics, computer technology, physics, or engineering is desired. Prior experience in diving is also desirable.

(4) For Restricted Line and Staff Corps designators, the following requirements apply for the designators specified:

(a) Cryptology (164X). Applicants must have baccalaureate degrees. Educational and/or professional experience in mathematics, foreign languages, computer technology, physics, electronics or engineering is desired. Prior experience with the Naval Security Group is also desirable.

(b) Intelligence (163X). A baccalaureate degree in engineering, computer science, physical or natural science, government, modern history, political science, international relations or other field related to intelligence is preferred. Regardless of major, candidates should have a strong background in mathematics and physics. Experience in Naval Intelligence is also preferred.

(c) Oceanography (180X). A minimum of a baccalaureate degree in meteorology or physical oceanography or a comparable degree in mathematics, physics, geophysics, or engineering with at least 30 semester hours of courses in meteorology and/or oceanography is preferred. College graduates with civilian or military experience in meteorology, oceanography or hydrography who do not meet the educational requirements will be considered on an individual basis. Academic background and grade point average should meet entry requirements for graduate level education programs.

(d) Aerospace Maintenance Duty Officer (Aviation Maintenance) (152X). Applicants with baccalaureate degrees in math or physics are desired. Completion of calculus is highly desired, but proven academic performance on the technical side will be considered.

(e) Supply Corps (310X). A baccalaureate degree in Economics or a business-related field such as Accounting, Business Administration or Finance is desired. Experience in Business or Finance is also preferred.

(f) Civil Engineer Corps (510X). Applicants for the Civil Engineer Corps must have a baccalaureate degree

2 May 2003

or higher in engineering from among those accredited colleges listed by the Accreditation Board for Engineering and Technology (ABET). Preferred engineering fields of study are civil, mechanical, or electrical. Architectural degrees are also desirable and must be accredited by the National Architectural Accrediting Board (NAAB). Applicants possessing other engineering degrees may be considered on an individual basis.

e. Applicants must meet specific program qualifications and aptitude scores. All applicants for the OCS program must take the Officer Aptitude Rating (OAR) examination. There is no minimum score; however, programs are highly competitive. OAR scores below 35 are generally not competitive. For the INTEL Community, the minimum OAR score is 45. The following are additional requirements for the designators specified:

(1) Naval Flight Officer (137X), Pilot (139X), and Aerospace Maintenance Duty Officer (152X) applicants must take the Aviation Selection Test Battery (ASTB). The test consists of these sub-tests: Math/Verbal (MVT), Mechanical Comprehension Test (MCT), Spatial Apperception (SAT), and Aviation/Nautical Information (ANT). These tests combine to give an Aviation Qualification Rating (AQR). The test scores are combined and weighted to produce a pilot flight aptitude rating (PFAR) and flight officer aptitude rating (FOFAR). The following minimum scores are the criteria for submitting applications for aviation:

	AQR	PFAR/FOFAR*
Pilot	3	4
NFO	3	4
AMDO	3	0

*As applicable, i.e., use PFAR for Pilot and FOFAR for NFO.

f. Physical Qualifications. Applicants must be physically qualified for appointment in the Unrestricted Line, Restricted Line, or Staff Corps and of excellent health and physical fitness. Applicants must notify Commander, Navy Recruiting Command (Code 31) of any significant changes to physical status; e.g., broken bones, surgery, pregnancy, etc., which occur after the physical examination is completed. Most common disqualifying conditions for URL include: defective color vision,

2 May 2003

eyesight uncorrectable to 20/20 (near and far), and applicants out of height, weight, and body fat standards. Most common disqualifying conditions for the RL and SC include: excessive refractive error, and applicants out of height, weight and body fat standards. Applicants must meet physical height, weight, and body fat standards at time of application, including performance at "good-low" on two consecutive PRT scores. Applicants must meet the following physical qualifications specified by designator:

(1) For Surface Warfare (1165), Surface Warfare (Nuclear), and Submarine (1175), applicants must meet the minimum qualifications for commissioning in the Unrestricted Line.

(2) For Special Warfare (1185) and Special Operations (1195), applicants must meet the minimum qualifications for commissioning in the Unrestricted Line. Applicants must also be able to pass a special warfare physical fitness test consisting of a 1.5 mile run, a 500-yard swim test, pushups, sit-ups, and pull-ups. There are no minimum scores, but the following scores are considered competitive:

	Combined Swim and Run Time	Pushups	Sit-ups	Pull-ups
Special Warfare	17 mins or less	100	100	20
Special Operations	19 mins or less	75	75	15

(3) For Naval Flight Officer (1375), applicants must be physically qualified and aeronautically adapted for duty involving flying as Naval Flight Officers. They must also qualify under the Anthropometric Classification System.

(4) For Pilot (1395), applicants must have at least 20/40 uncorrected vision correctable to 20/20, normal color and depth perception. They must also qualify under the Anthropometric Classification System.

(5) For Restricted Line and Staff Corps applicants must meet the minimum qualifications for commissioning in the Restricted Line or Staff Corps.

g. Marital status/number of dependents. No restrictions. Single parents or applicants who are married

2 May 2003

to a service member and have dependents must submit a statement of dependent care indicating arrangements for care of their dependents during training and other periods of absence.

h. The Personnel Security Questionnaire (SF 86) is required for all applicants who do not possess a current Entrance National Agency Check (ENTNAC) or a National Agency Check (NAC). The Command Security Manager should assist applicants in determining whether the appropriate agency check is on file with Department of the Navy Central Adjudication Facility (DONCAF). Applicants who do not have either a valid ENTNAC or NAC must include a completed SF 86 with the Officer Programs Application.

i. Commanding Officer. Applicants must be recommended by their commanding officers.

3. Application Submission Procedures and Deadlines.

a. Applicants must fill out the Officer Programs Application form contained in Chapter 2 of this manual and submit it via their chain of command to the Commander, Navy Recruiting Command.

b. There is no specific deadline for applications as selections are made on a continuous basis throughout the year except for Public Affairs Officer (PAO). PAO selections are held annually and packages are typically received between July 1 and Aug 31 as specified by the NAVADMIN message. Application processing and review will normally take 4 to 6 weeks. Applicants will be formally notified in writing, of their selection or non-selection via their chain of command. Due to the age limitations, applicants are strongly encouraged to submit applications as soon as eligible.

4. Information and Guidance for Commanding Officers. Upon receipt of an application the commanding officer will:

a. Interview and provide a recommendation using the Commanding Officer's Recommendation form included in the Officer Programs Application. Ensure that the applicant meets all eligibility criteria and identify and make recommendations in cases where waivers are required.

Enclosure (1)

2 May 2003

b. Forward applications to:

Commander, Navy Recruiting Command
NSA Mid South, BLDG 784
Code 31
5722 Integrity Drive
Millington, TN 38054-5057

5. Information and Guidance for Applicant Interviews

a. A minimum of three officer interviews is required. Interview the applicant personally following the guidance on the back of the NAVCRUIT 1100/13 (Interviewer's Appraisal Sheet) in the Officer Programs Application (Chapter 2).

b. Interviews can be conducted separately or simultaneously by a panel of officers. The officer(s) conducting the interviews should be in pay grades 0-3 and above if possible, and only one of the interviewing officers can be in the applicant's immediate chain of command. At least one interviewer should be in the designator for which the applicant is applying.

6. Medical Examination Information. Applicants are required to complete a full physical when applying for program. Include the Report of Physical Examination (SF 88) and the Report of Medical History (SF 93) with the application. The following must be included with the Physical Examination document:

a. Results of a current chest x-ray if there is a history of pulmonary disease or of smoking.

b. Results of a current EKG with doctor's interpretation.

c. Height and weight or a determination of body fat percentage if member exceeds height/weight.

d. An eye refraction for applicants with less than 20/20 vision uncorrected. Eyesight must be correctable to 20/20 for all unrestricted line programs.

e. A Farnsworth Lantern test (no exceptions) must be administered to determine color vision. Defective color vision is disqualifying for the URL. No waivers will be

2 May 2003

considered. Defective color vision is not disqualifying for CEC, Supply, AMDO, INTEL, or Cryptology.

f. Depth perception tests are required for Pilot applications.

g. Intraocular Tension must be completed.

h. All female applicants must have Papanicolaou's Stain (PAP) and Human Chorionic Gonadotropin (HCG) pregnancy test documented.

i. Regardless of date of physical exam, selectees will be required to have an HIV test within 1 year upon application for the program. Record of HIV test results must be included with the Physical Examination document.

j. In accordance with the Manual of the Medical Department, Chapter 15, for Special Warfare Officers (in Training)-1185 and Special Operations Officers (in Training)-1195, the Bureau of Medical and Surgery (MED 21) must review the Report of Medical Exam (SF 88) indicating in block 77 qualifications for diving duty and/or combat swimmer and stamped by MED 21 that the package is Physically Qualified (PQ) for diving and/or combat swimmer duty.

k. For aviation program applicants, the physical must contain anthropometric measurements, and a standard flight physical eye surgery statement.

7. Administrative Information

a. Change of address. Applicants must notify the Commander, Navy Recruiting Command (Code 31) in writing of any change in mailing address.

b. Service Obligation

(1) Applicants for OCS programs must have at least 6 months of obligated service remaining on current enlistment upon receipt of orders to OCS. Selectees having less than the required minimum time remaining are authorized to extend their enlistments up to 12 months utilizing NAVPERS 1070/621 or NAVPERS 1070/622. The reason for extension of enlistment should state "Training (OCS)". The following statement of understanding should be included

Enclosure (1)

2 May 2003

with the reason for extension of enlistment: "I understand that upon selection for Officer Candidate School, this agreement becomes binding and may not thereafter be canceled except as provided by the MILPERSMAN." Voluntary extensions are not authorized if the aggregate of all extensions during the current enlistment exceeds 48 months. In these cases, the individual must reenlist. Orders will be issued contingent upon extension of enlistment when applicant does not have the required amount of obligated service before transfer. The Commander, Navy Recruiting Command (Code 31) should be notified immediately if an applicant who receives orders does not desire to extend his/her enlistment in order to qualify.

(2) An Enlisted Navy Career Options for Reenlistment (ENCORE) quota is not a requirement for officer accession programs. Selectees to officer accession programs are not required to request ENCORE reenlistment or extension quotas in order to acquire the necessary obligated service for those programs.

(3) If disenrolled from OCS, or if officer candidates decline to accept an appointment as a commissioned officer, they will remain in their enlisted rate in the Navy or Naval Reserve and be made available for general assignment. Disenrolled members will be required to serve time remaining of their current obligation.

(4) Upon graduation from OCS and initial appointment, officers are required to serve the following minimum period of active service:

Community/Designator	Active Duty Obligation
Surface Warfare (Conventional) (111X), Special Warfare (113X), Special Operations (114X)	4 years upon commissioning
Surface (Nuclear) (111X) and Submarine (112X)	5 years upon commissioning
Pilot (131X) (Maritime, Rotary Wing, or Jet Communities)	8 years upon community designation
NFO (132X)	6 years upon community designation
Restricted Line and Staff Corps	4 years upon commissioning

2 May 2003

c. Withdrawal of Application or Recommendation

(1) An applicant may withdraw from consideration any time prior to transfer from present duty station. A selectee wishing to withdraw should decline transfer orders and notify the Commander, Navy Recruiting Command (Code 31) (see paragraph 8 for address and phone number).

(2) Should there be a marked drop in the overall performance of the selectee or violations against the UCMJ prior to the selectee's transfer, the commanding officer shall immediately inform the Commander, Navy Recruiting Command (Code 31) and make a recommendation if the situation warrants revoking his/her selection for the program.

d. Transfer Policy

(1) Applicants for OCS receiving permanent change of station orders for execution subsequent to applying for this program should not be transferred until officially notified of selection or non-selection. If a transfer directive is received, the commanding officer shall notify the orders originating authority that the individual has applied for selection for the OCS Program and that orders are being held in abeyance until notification of selection or non-selection. If the applicant is selected, the commanding officer should notify the order originator that the individual has been selected and that orders should be canceled. If the applicant is not selected, the command should transfer the individual and notify the orders originator that the orders have been executed.

(2) Transfer directives will be issued by the Commander, Navy Personnel Command. Commanding officers shall ensure that no person ordered to OCS is transferred without the required obligated service.

8. Inquiries. Information and questions concerning OCS should be addressed to:

Commander, Navy Recruiting Command
NSA Mid South, BLDG 784
Code 31
5722 Integrity Drive
Millington, TN 38054-5057
(901) 874-9225/DSN 882

Enclosure (1)